

TASK 15: CONDUCT PUBLIC MEETING

Description

Following the exercise, the RAC Chair conducts a public meeting attended by representatives of FEMA, NRC, other appropriate Federal agencies, exercise participants, and interested members of the public and media.

Milestone

The meeting should be conducted within two (2) days after the exercise.

References

44 CFR Part 350.9(e), 350.10.

Products

A transcript of the meeting is required for qualifying exercises held for initial **350** approval.

Guidance

The scope and public notice provisions of the public meeting depend on whether or not the exercise is a qualifying exercise held for formal **350** approval.

For initial FEMA 350 approval exercises: Following the qualifying exercise conducted for formal **350** approval, the FEMA Regional Director or his designee (usually the RAC Chair), must conduct at least one public meeting in the vicinity of the power plant. The purpose of this meeting is to:

- o acquaint the public with the content of State and local emergency response plans
- o explain how the exercise tests the capability of State and local governments to implement their emergency response plans
- o answer questions about FEMA's review of the plans and the exercise
- o receive suggestions from the public concerning changes or improvements in the plans

TASK 15: CONDUCT PUBLIC MEETING

The meeting may be chaired by the FEMA Regional Director or by the State. The FEMA Regional Director should assure that representatives from appropriate OROs and the licensee appear at such meetings to make presentations and answer questions from the public.

Notice of this meeting must be published in the local newspaper with the largest circulation in the area or other comparable media, at the discretion of the FEMA Regional Director. This notice should be published on at least two (2) occasions, one at least two weeks before the meeting and the other within a few days of the meeting. Local radio and television stations should be notified of the meeting at least one week in advance. Representatives from the NRC and other appropriate Federal agencies should be invited to participate in these meetings.

The meeting should be professionally recorded and a transcript of the meeting made available, upon request by interested parties, within three working days. The transcript should include a list of all individuals involved in the meeting, along with their organization, occupational affiliation and place of residence. This list should include all Federal, State, local, and licensee officials and representatives, as well as all members of the general public and media who ask questions, make comments or suggestions, or otherwise participate. A copy of the official transcript should be maintained in the FEMA Regional Office. Additional copies may be distributed to the State, the licensee, and local communities, at the discretion of the FEMA Regional Director.

The transcript of the public meeting and documentation of any requisite follow-up actions should be included in the **350** preparedness evaluation package submitted by the FEMA Regional Director to the FEMA Associate Director for State and Local Programs and Support.

If a plan amendment is submitted after the public meeting has been conducted that, in the opinion of the FEMA Regional Director, significantly changes the context or nature of the planning (e.g. a change in the EPZ that results in the inclusion of additional jurisdictions), another such public meeting should be convened to discuss the amendments to the plan.

TASK 15: CONDUCT PUBLIC MEETING

For all other biennial exercises: The following guidance applies to both public meetings held in conjunction with biennial exercises that take place after initial **350** qualifying exercises and public meetings held prior to the States' submission of their plans for **350** approval.

The FEMA Regional Director shall conduct a meeting in the vicinity of the power plant to discuss the evaluation of the exercise. Notice of this meeting should be published seven days prior to the exercise date in the local newspaper with the largest circulation in the area, or other comparable media, at the discretion of the FEMA Regional Director. The meeting should include representatives of participating OROs, the NRC, and other appropriate Federal agencies. Members of the public and media may attend as observers. During the meeting, the FEMA Regional Director should provide an overview of the exercise, along with his or her observations. Comments from RAC members and other evaluators may be solicited, at the discretion of the FEMA Regional Director. When discussing problems in organizational performance, Regional officials should not classify these problems as Deficiencies, ARCAs, or ARFIs.

The FEMA Regional Director should solicit and respond to verbal questions and comments during the meeting. At the discretion of the Regional Director, written comments from the public and media may be accepted during or after the meeting. A copy of each written submission, along with a written response, should be retained by the FEMA Regional Office. The results of the meeting and any written comments received should be taken into consideration by the FEMA Regional Director in his or her evaluation of the exercise.

At the discretion of the FEMA Regional Director, this meeting may be combined with the post-exercise participants briefing (Task 14).

For remedial exercises: At the discretion of the FEMA Regional Director, a public meeting may be conducted following a remedial exercise. The purpose of such a meeting is to acquaint the public and media with any significant plan amendments and to discuss the results of the remedial exercise. If such a meeting is conducted, it should be conducted in the same manner as meetings held in conjunction with biennial exercises that take place after the initial **350** qualifying exercise.